

CHEVENING PARISH COUNCIL

Judith Hayton - Clerk

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Members of the Council are summoned and members of the Public are invited to attend the Annual Meeting of the Parish Council on **Monday 14th May 2018** at **7.30pm** at the Recreation Ground Pavilion, Chevening Road, Chipstead, TN13 2SA, for the purpose of transacting the following business:

AGENDA

1. **Election of Chairman**
2. **Election of Vice Chairman**
3. **Appointment of Responsible Financial Officer**
4. **Election of Working Parties, Representatives and Other Posts**
5. **Apologies and Absences** - *to receive and accept apologies for absence*
6. **Declarations of interest or lobbying** - *Members are required to declare any interests or lobbying regarding items on this agenda that have not been notified previously*
7. **Minutes of Previous Meeting** - *to agree and sign the minutes of the meeting on 9/04/17*
8. **Questions from the Public** – *to receive questions from the public in attendance*
9. **Open Spaces**
 - a) **Open Space Inspection**
 - b) **Playground Inspection**
 - c) **Churchyard gate** – to resolve to pay £330 to repair the broken gate in the Churchyard (pressure wash the gate, replace 2 posts and 3 wooden slats)
 - d) **Darent Close** – request from resident to allow them to plant screening bushes on PC land in Sailing Club Road
 - e) **Trees** Initial quote of £3744 to do all tree work required over next two year (including resistograph test carried out to assess decay on Ash tree on Chipstead Rec)
10. **GDPR** – Document review and Training Cllr Burgess
11. **Chipstead Common Playground.** To resolve whether to proceed with Chipstead Common playground and resolve timeline for next steps
12. **Speedwatch Equipment.** To resolve to purchase new speedwatch equipment (£1800 plus VAT) and to carry out the Annual recalibration as “business as usual”.
13. **To resolve to fix electricity prices with SSE for 5 years**
14. **Annual Audit Statements**
 - a) **To resolve the Annual Governance Statement 2017/8**
 - b) **To resolve the Accounting Statements for 2017/8**
15. **To review the Clerk’s salary for 2018/9**
16. **Correspondence Received and General Issues**
 - a) **Review of Annual Assembly** & findings from Questionnaires
 - b) **Dragon Boat Festival** – to confirm the Council will donate the First Aid costs to the Dragon Boat Festival
 - c) **Request from Maureen Harrington** to have a space next to Michael in the graveyard.
 - d) **Membership of KALC** – whether the Council wishes to rejoin KALC
17. **General Information and proposals for Future Agenda Items**
 - a) **Request for a bus shelter in Chipstead Lane** A parishioner is raising a petition to install a bus shelter in Chipstead Lane. KCC offer grants of up to £2000 and KCC Cllr Nick Chard has offered his support. The deadline to apply is 12th July. KCC will do an initial feasibility study if the Council agrees in principle to the proposal
18. **Finance**

- a) Income Received and Cheques Payable – to approve the payments for May including £80 for emergency repair to stopcock in Chipstead Common Football Hut and £90 for unsafe undergrowth in Chesterfield Drive and to review payments and receipts for April
- b) Confirm Insurance Renewal (3 year fixed) for payment 11th June
- c) Confirm direct debit mandate for the Information Commission

19. Planning Applications

- a) Applications Granted or Refused, and Notices received – *Chairman to report*
- b) Appeals and Applications for Consideration by the Council – *Responses to be agreed*

The following meeting of the Council will be held on Monday 11th June 2018, 7.30pm, at the same venue.